

## **Rural Housing Program**

### **General Objective**

To contribute with housing actions to improve the quality of life of rural households and indigenous people in patrimony poverty conditions.

### **Target Population**

Mexican households in patrimony poverty living in rural or indigenous zones of up to 5,000 inhabitants, classified as High or Very High Marginalization Zones. When a SEDESOL Agency executes the housing action, the subsidy will only include federal funds and the beneficiary's contribution. There may be additional or supplementary contributions of legally established societies and civil associations.

### **Restrictions on access to the program:**

- a) The supports are subject to the budget availability of the Program.
- b) Beneficiaries in fiscal years prior to this who received federal funds for the extension or improvement of their homes, and who are seeking a new support, may receive it as long as the amount of support they receive does not exceed the maximum amount as set forth in the Rules of Operation of the Program "Vivienda Rural" for building a BRHU, of the last year in which he/she received the support for the fiscal years 2003 to 2007. The amounts set forth in the present rules will apply for the year 2008.

### **Eligibility Criteria and Requirements**

Criteria	Requirements (Documents Required)
The following must be complied with for all modalities:	
To be the head of a household in patrimony poverty with at least one economic dependant	<ul style="list-style-type: none"><li>• The CIS duly signed at the authorized offices of state and municipal governments or at the SEDESOL Agency. (Attachment II)<sup>1,2</sup>.</li></ul>
To credit his/her identity:	<ul style="list-style-type: none"><li>• Copy of his/hers official identification.</li><li>• Copy of his/her CURP and of that of his/her spouse</li></ul>
To reside in a rural or indigenous area of up to 5,000 inhabitants, classified as High or Very High Marginalization Zone.	<ul style="list-style-type: none"><li>• Original record issued by the local land authority certifying that the applicant has been living there for a minimum of two years.<ol style="list-style-type: none"><li>a. Copy of the documents certifying the ownership or lawful possession of the land where he/she intends to complete the housing action.</li></ol></li></ul>
<sup>1</sup> Senior citizens do not require economic dependants to benefit from this program.	
<sup>2</sup> The applicant to the federal subsidy must submit the application in person before the authority executing the program. If any requirement is missing, he/she will be informed at the time of submitting the documents. The applicant will have a maximum of ten working days to complete the missing information. If he/she fails to comply with the deadline, his/her documents will be considered as non-received, and he/she will have to restart the process.	

### **Selection Criteria**

The applicants who comply with the aforementioned requisites will be selected in accordance with following priority order:

- a) Higher poverty conditions according to the CISR assessment.

- b) Applicants with disabilities or if one of his/her dependants is disabled.
- c) Single mothers.
- d) Senior citizens of more than 60 years who are the head of a household.
- e) Households with children up to 14 years.
- f) The population living in natural risk areas identified by the competent federal or state authorities, having taken residence prior to January 1st, 2001, and subject to relocation by the local authorities and who have fulfilled the requirements in these Rules.
- g) Municipalities with high and very high level of social backwardness as defined by CONEVAL.
- h) People living in municipalities that have been catalogued as ZAP's.
- i) Residents of "Habitat" polygons of SEDESOL who qualify as beneficiaries under the requirements of these Rules.

### **Operation Mechanics**

Since June 30 and in order to achieve a more efficient management of the resources, FONHAPO is enabled to assess the advancement of the actions and application of the resources in each entity. The resources which have not been applied or engaged, or which actions have not advanced satisfactorily will be reassigned.

In accordance with the present Operation Rules and when required by the housing actions, the Regulatory Agency will be responsible for planning the investment discretionality.

The Regulatory Agency will authorize the work plans submitted in due time and form by the different Executing Agencies, in accordance with the provisions of subsection d) of the Operation Process.

### **Operation Process**

- a) The Executing Agencies will convoke the target population in the areas where it plans to perform the program.
- b) The applicant to the federal subsidy must submit the application in person before the authority executing the program. Any requirement missing will be informed at the time of submission of the documents. The applicant will have a maximum of ten working days to complete the missing information. If he/she fails to comply with the deadline, his/her documents will be considered as non-received, and he/she will have to restart the process.
- c) After the application, in the absence, or disability of the applicant, one of his/hers dependants may continue the procedures, submitting the original of a simple power of attorney and the official identification documents of the beneficiary and its economic dependant. No broker, representative, organization or political party is authorized to complete these procedures.
- d) The Executing Agencies must submit the AWP to the Auxiliary Instance for review and input by SIDOR, before February 28th of the corresponding fiscal year. The Auxiliary Agency must also submit the

AWP to the Regulatory Agency for its approval in accordance with the procedures set forth in the Manual of Operation.

- e) From June 30th, the Regulatory Agency can assess the progress of the actions and execution of the resources of each entity or municipality. The resources, which have not been executed or engaged, or the actions which did not show a satisfactory development, will be reassigned.

### **Operation Procedures**

- a) The Manual of Operation will regulate the administrative procedures for data processing and rating of the CIS, the authorization and validation of the AWP, the placement of the resources to the executors, and supervision of the housing actions.
- b) The Executing Agency will publish on July 31<sup>st</sup> at the latest a validated list of applicants, which will be available for consultation at the SEDESOL agency or at the municipal office.
- c) The Regulatory Agency will authorize the Auxiliary Agency to print the certificates to be delivered to each of the beneficiaries in coordination with the Executing Agencies and, where appropriate, with the Support Agencies.
- d) If the state or local governments act as Executing Agencies, they will receive the Subsidy Bonus endorsed by the Beneficiary, and they will sign with him a Private Enforcement Agreement, setting forth the Executing Agencies' commitment and obligation to complete the housing action including the specifications, quantities, and time of completion and delivery.
- e) If the Executing Agency is a SEDESOL Agency, it will receive the Subsidy Bonus endorsed by the Beneficiary. The beneficiary may select the provider of his/her choice, always seeking best price, quality, and terms of service. The Executing Agencies will also sign an Implementation Agreement with the Beneficiary and the Provider. For control purposes, suppliers are to deliver vouchers or invoices of the materials on behalf of the Beneficiary.

### **Operation Procedures**

- a) In the case of self-building, the beneficiary will receive from the Executing Agency the list of the materials package that will be delivered to him/her for completing the housing action. This list is part of the Private Execution Agreement.
- b) The endorsed Grant Bonus will be the final proof of expenditure, and it shall be paid to the Executing Agencies when submitted to the Regulatory Agency, in accordance with to the provisions of the Manual of Operations.
- c) For each housing action completed and delivered to a Beneficiary, the Executing Agency will procure a Delivery/Reception Record, keeping the original thereof. The Executing Agency and the Beneficiary must sign the record.

- d)** The Executing Agency must place the list of beneficiaries in a visible place of its fiscal domicile.
- e)** The information body will publish the lists of beneficiaries on FONHAPO website: [www.fonhapo.gob.mx](http://www.fonhapo.gob.mx)

The Executing Agency will supervise all of the authorized actions, and it will send the respective reports to the Auxiliary Agency, which in turn will remit them to the Regulation Agency in accordance with the provisions of the Manual of Operations.